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Supplemental Letter for FY 2013 Semi-Annual HUB Report for Agency Number 727

The Texas A&M Transportation Institute (TTI) remains committed to the State of Texas Historically Underutilized Business (HUB) Program. TTI's leadership is actively supportive of the HUB Program and insists on accountability agency-wide of each of its organizational units. The agency goal is to provide procurement and contracting opportunities for minority and woman-owned businesses through a competitive procurement process. TTI continues efforts to diversify the vendor base and build on successful in-reach and outreach programs. The agency partners with other Texas A&M University System (TAMUS) members to maximize HUB participation through collaborative efforts to identify, educate and assist HUB and potential HUB vendors.

A service agency within The Texas A&M University System, TTI's mission is to solve transportation problems through research, to transfer technology and to develop diverse human resources to meet the transportation challenges of tomorrow. As a research agency, there are occasions that TTI must expend funds for unique proprietary equipment and commodities for which there are no HUB sources. In addition, TTI hosts and assists with numerous transportation conferences paying for meeting space and other related expenses to hotels. These types of expenditures significantly reduce TTI's HUB participation percentage.

TTI's good faith efforts to insure an increase in the HUB participation level and the diversification of vendors include the following in-reach and outreach initiatives:

- ◆ Continuous promotion of the HUB Program and assistance in identifying and use of HUB vendors for spot purchases through an open door policy for HUB vendor visits and certification assistance to vendors
- ◆ Identification of subcontracting opportunities in contracts over \$100,000
- ◆ HUB performance reporting to TTI leadership
- ◆ Membership in the (TAMUS) Cooperative Mentor Protégé Program-sponsoring agency for mentor/protégé agreements
- ◆ Administration of the State Use Works Wonders Program and promotion of TIBH products and services
- ◆ Participation in the Texas University HUB Coordinators Alliance (TUHCA) and host of chapter website
- ◆ Advertisement in Minority Business Organization publications through TUHCA membership
- ◆ Hosting specialized vendor forums and attending specialized forums hosted by other TAMUS agencies
- ◆ Assisting with the planning and facilitation of TxDOT (Texas Department of Transportation) Small Business Briefings scheduled for Corpus Christi (November 15, 2012), Arlington (March 20, 2013), Lubbock (April 23, 2013) and Odessa (June 11, 2013).
- ◆ Participation in various Economic Opportunity Forums (EOF) including:
 - 24th Annual TIBH Products and Services Expo – Austin – Sept. 26, 2012
 - TxDOT Small Business Briefing – Corpus Christi – Nov. 15, 2012
 - 12th Annual Small, Minority, Women & Veterans Business Owners Contracting Conference – San Antonio – Dec. 5, 2012

Questions regarding the TTI HUB Program should be directed to Donna Harrell, TTI HUB Coordinator, at (979) 845-2284 or by email at d-harrell@ttimail.tamu.edu.



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